

To Parents/Carers of Students in Year 12 – Access Course

19 September 2018

Dear Parent/Carer

I am writing to introduce myself as the Access co-ordinator. It was wonderful to welcome our largest cohort of Access students into Year 12 at the beginning of term and we are looking forward to the challenges ahead. Our aim is to guide students to success and independence over the next year. This success will be built upon strong and effective partnerships: the students with their teachers and form tutor; students and parents with the St Neots Sixth Form Centre.

'The Access course and Beyond' Evening – Thursday 27 September

Year 12 is a key stage in your son/daughter's educational career, especially as students begin to plan for their long-term future. Increasingly, students will want to be independent and make their own decisions and choices, but they will still need advice and guidance from parents and teachers.

In order to help you support your son/daughter through the Sixth Form we will be hosting an 'Access course and beyond' Evening on Thursday 27 September. At this event you will be introduced to the Key Stage 5 team, receive valuable information about the Sixth Form and have an opportunity to ask questions. The meeting will commence in the Library at 6.00pm and will finish by 7.00pm, including an opportunity to speak individually to members of the Key Stage 5 team. If you have any questions or queries in the meantime, do not hesitate to contact your son/daughter's form tutor.

SIMS Parent App

Attached you will find instructions on how to download the **SIMS Parent App** which draws student data pertaining to your child directly from our School Information Management System (SIMS). The SIMS Parent App can be installed on any smartphone, tablet or PC. Once installed, the app will allow you to view information relating to:

- Attendance – morning registrations and attendance to lessons
- Student timetable
- Latest progress reports
- Data collection – where you can update personal information

Contributing towards the cost of Sixth Form activities and trips

Your son/daughter will take part in a number of enrichment events over the next two years which will include external guests and extracurricular activities and trips.

The first of these events will be a Team Building day working with an independent company to promote teamwork, problem-solving and decision making. The day will take place on Friday 28th September, periods 1-3. There will be no Yr 12 lessons on this day, so after the event, students will be allowed to go home. **All students on the Access course: Level 2 Beauty, Level 2 Sport and the Access to A levels course will be expected to attend unless there is an authorised reason for absence. The event will take place on the Longsands Academy site within the school day.**

The majority of costs associated with each event is subsidised by the Sixth Form. However, to support the cost of these events we kindly ask that all parents/carers contribute £10 in a single payment via ParentPay. This will remove the need for (1) separate payments for each activity or trip and (2) the associated correspondence thus ensuring a smoother administrative process.

Financial support is available towards the activities and trips. If your son/daughter is in receipt of free school meals, you may be able to access financial support from Pupil Premium during Sixth Form. Further advice on eligibility for free school meals is available on our website. If you are not eligible for free school meals but are currently experiencing financial hardship, the Sixth Form may be able to support you - please contact Mrs Jill Emanuel, the Key Stage 5 Senior Support Assistant, for further advice about accessing financial support (jemanuel@longsands.cambs.sch.uk).

I look forward to meeting you on Thursday 27 September.

Yours sincerely

Mr M Simpson
Access Co-ordinator